**Note:** This document is a **template** that contains the bank of questions from which each Sponsoring Organization’s Follow-Up Inquiry will be created. Each Sponsoring Organization will receive a tailored version of the worksheet during the third technical assistance call, which will include a narrower set of criteria with specific evidence from the Initial Inquiry to inform the Sponsoring Organization’s response.

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| Sponsoring Organization |  |

**The Continuous Improvement (CI) Domain:** *The Sponsoring Organization engages in continuous improvement efforts that drive toward improved experiences and equitable outcomes for all candidates and the PK-12 students, schools, and districts they serve.*

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| **CI Domain Criteria** | **Included in Follow-Up Inquiry for [SO]:** | **Additional Documents or Artifacts Requested:** |
| CI 1: The Sponsoring Organization’s continuous improvement efforts are intentionally designed to involve a variety of stakeholders (including those directly impacted by programming) in decision-making to ensure equitable program experiences and improve candidate outcomes. | No  Yes:   * As opportunity to elevate best practices * To address gaps or inconsistencies |  |
| CI 2: At least annually, the Sponsoring Organization collects and analyzes evidence from a variety of sources (including stakeholder feedback, data collected by the organization, and, when available, state-collected data) in order to understand the experiences and outcomes of all candidates (with particular focus on those from systemically marginalized races, ethnicities, identity groups, and backgrounds) and identify program strengths and areas for improvement. | No  Yes:   * As opportunity to elevate best practices * To address gaps or inconsistencies |  |
| CI 3: The Sponsoring Organization regularly analyzes available local and state PK-12 student outcomes data related to completers’ effectiveness and PK-12 school/district partnerships’ impacts and uses the data to inform aligned actions. | No  Yes:   * As opportunity to elevate best practices * To address gaps or inconsistencies |  |
| CI 4: The Sponsoring Organization makes evidence-informed, equity-centered decisions that lead to improved experiences and outcomes for all candidates. | No  Yes:   * As opportunity to elevate best practices * To address gaps or inconsistencies |  |

**Additional Guidance for the CI Domain:** In other domains, DESE requests criterion-specific examples of continuous improvement efforts. While these examples may be included in this worksheet, this domain’s focus is on the overarching improvement systems and structures that make connections between those more specific components to inform programmatic improvements.   
 **Please list any additional documents or resources referenced throughout this worksheet in the** [**table**](#_Document_and_Resource) **provided at the end of the worksheet.**

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| **CI 1: The Sponsoring Organization’s continuous improvement efforts are intentionally designed to involve a variety of stakeholders (including those directly impacted by programming) in decision-making to ensure equitable program experiences and improve candidate outcomes.** |

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| **Sources of evidence in Initial Inquiry include:** |
| * Program Overview:   + Program Overview Worksheet * Stakeholder Engagement:   + Leadership Interview   + Candidate/Completer Survey and/or Focus Groups   + Educator Preparation Personnel Survey and/or Focus Groups   + PK-12 Partner Survey and/or Focus Group   + Supervising Practitioner Survey and/or Focus Groups |
| **Summary of key evidence from Initial Inquiry:** |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 1 - Prompt A:**

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| --- |
| An overview of key systems and structures to **involve a variety of stakeholders in decision-making** as described in the Initial Inquiry is provided below. [Sponsoring Organization] may identify significant omissions and/or inaccuracies. |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 1 – Prompt B:**

In the table below, describe key systems and structures in place to support continuous improvement efforts thatareintentionally designed to **involve a variety of stakeholders in decision-making** to ensure equitable program experiences and improve candidate outcomes.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Key system or structure, including frequency and participating stakeholder group(s) | What evidence led your organization to establish this system/structure?  *(Optional if the system/structure has existed for three or more years)* | What is the intended impact of this system/structure | What evidence demonstrates that (or will be used to monitor whether) this system/structure is supporting the **involvement of a variety of stakeholders in decision-making to improve candidate experiences and/or outcomes**?  If applicable, describe the actions your organization is taking to address evidence that this system/structure is not having its intended impact. | What evidence demonstrates that (or will be used to monitor whether) this system/structure is supporting the **involvement of a variety of stakeholders in decision-making to create increasingly equitable candidate experiences and/or outcomes**?  If applicable, describe the actions your organization is taking to address evidence that this system/structure is not having its intended impact. |
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| **CI 2: At least annually, the Sponsoring Organization collects and analyzes evidence from a variety of sources (including stakeholder feedback, data collected by the organization, and, when available, state-collected data in order to understand the experiences and outcomes of all candidates (with particular focus on those from systemically marginalized races, ethnicities, identity groups, and backgrounds) and identify program strengths and areas for improvement.** |

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| **Sources of evidence in Initial Inquiry include:** |
| * Stakeholder Engagement:   + Advising Staff Interview   + Field-Based Experiences Staff Interview   + Leadership Interview   + Candidate/Completer Survey and/or Focus Groups   + Educator Preparation Personnel Survey and/or Focus Groups   + PK-12 Partner Survey and/or Focus Group   + Supervising Practitioner Survey and/or Focus Groups |
| **Summary of key evidence from Initial Inquiry:** |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 2 - Prompt A:**

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| An overview of key systems and structures to **collect and analyze evidence from a variety of sources** as described in the Initial Inquiry is provided below. [Sponsoring Organization] may identify significant omissions and/or inaccuracies. |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 2 – Prompt B:**

In the table below, describe key sources of data collected and analyzed **to understand the experiences and outcomes of all candidates** (with particular focus on those from systemically marginalized races, ethnicities, identity groups, and backgrounds) **and identify program strengths and areas for improvement**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Key data source, including frequency of collection and analysis and stakeholder group(s) participating in analysis | What is the intended impact of analyzing this data on identifying program strengths and areas for improvement? | What program strengths and areas for improvement have been elevated through this data? | What evidence demonstrates that (or will be used to monitor whether) this analysis is supporting **effective preparation, including improved candidate outcomes**?  If applicable, describe the actions your organization is taking to address evidence that this analysis is not having its intended impact. | What evidence demonstrates that (or will be used to monitor whether) this analysis is contributing to **increasingly equitable experiences or outcomes for candidates**?  If applicable, describe the actions your organization is taking to address evidence that this analysis is not having its intended impact. |
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| **CI 3: The Sponsoring Organization regularly analyzes available local and state PK-12 student outcomes data related to completers’ effectiveness and PK-12 school/district partnerships’ impacts and uses the data to inform aligned actions.** |

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| **Sources of evidence in Initial Inquiry include:** |
| * Stakeholder Engagement:   + Field-Based Experiences Staff Interview   + Leadership Interview   + Candidate/Completer Survey and/or Focus Groups   + Educator Preparation Personnel Survey and/or Focus Groups   + PK-12 Partner Survey and/or Focus Group   + Supervising Practitioner Survey and/or Focus Groups |
| **Summary of key evidence from Initial Inquiry:** |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 3 - Prompt A:**

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| An overview of key systems and structures to **regularly analyze available local and state PK-12 student outcomes data** as described in the Initial Inquiry is provided below. [Sponsoring Organization] may identify significant omissions and/or inaccuracies. |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 3 – Prompt B:**In the table below, describe key sources of **local and state PK-12 student outcomes data** related to completers’ effectiveness and PK-12 school/district partnerships’ impacts that are used to inform actions.

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| --- | --- | --- | --- | --- |
| Key data source, including frequency of analysis | What is the intended impact of analyzing this data on understanding **completers’ effectiveness and/or PK-12 school/district partnerships’ impacts**? | What actions have been taken as a result of the analysis of this data? | What evidence demonstrates that (or will be used to monitor whether) this action is supporting **effective preparation, including improved candidate outcomes**?  If applicable, describe the actions your organization is taking to address evidence that this is not having its intended impact. | What evidence demonstrates that (or will be used to monitor whether) this action is contributing to **increasingly equitable experiences or outcomes for candidates**?  If applicable, describe the actions your organization is taking to address evidence that this is not having its intended impact. |
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| **CI 4: The Sponsoring Organization makes evidence-informed, equity-centered decisions that lead to improved experiences and outcomes for all candidates.** |

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| **Sources of evidence in Initial Inquiry include:** |
| * Stakeholder Engagement:   + Advising Staff Interview   + Field-Based Experiences Staff Interview   + Leadership Interview   + Candidate/Completer Survey and/or Focus Groups   + Educator Preparation Personnel Survey and/or Focus Groups   + PK-12 Partner Survey and/or Focus Group   + Supervising Practitioner Survey and/or Focus Groups |
| **Summary of key evidence from Initial Inquiry:** |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 4 - Prompt A:**

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| An overview of key systems and structures to **make evidence-informed, equity-centered decisions** as described in the Initial Inquiry is provided below. [Sponsoring Organization] may identify significant omissions and/or inaccuracies. |
| *[Key evidence from the Initial Inquiry will be provided here]* |

**CI 4 – Prompt B:**  
In the rows below, provide up to three examples of **evidence-informed, equity-centered decisions your organization has made that led to improved experiences and outcomes for all candidates**.

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| Example decision | What evidence led your organization to make this decision? | What was the intended impact of this decision? | What evidence demonstrates that (or will be used to monitor whether) this decision is supporting the **effective preparation, including improved candidate outcomes**?  If applicable, describe the actions your organization is taking to address evidence that this decision is not having its intended impact. | What evidence demonstrates that (or will be used to monitor whether) this decision is contributing to **increasingly equitable experiences or outcomes for candidates**?  If applicable, describe the actions your organization is taking to address evidence that this decision is not having its intended impact. |
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## Document and Resource List

List all documents or external links referenced as evidence in this worksheet below. See the Follow-Up Inquiry Planning Guide for guidance on sharing additional resources.

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| --- | --- | --- | --- |
| Title of Document | Section or Page Number | Aligned Criterion/a | Brief Explanation of Alignment and Evidence Included |
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